

GOLDER RANCH FIRE DISTRICT GOVERNING BOARD MEETING REGULAR SESSION MINUTES

**Tuesday, August 9, 2016 0900 hrs
3885 East Golder Ranch Drive, Tucson, Arizona**

1. CALL TO ORDER/ROLL CALL

Fire Board Chairperson Vicki Cox Golder called the meeting to order on Tuesday, August 9, 2016 at 9:00 a.m.

Members Present: Board Chairperson Vicki Cox Golder, Board Vice-Chair Steve Brady, Clerk David Dahl, Board Member Mark Clark, Board Member Richard Hudgins

Staff Present: Fire Chief Randy Karrer, Assistant Chief Pat Abel, Finance Manager Dave Christian, Board Services Manager Brooke Painter

2. SALUTE AND PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by all in attendance.

3. FIRE BOARD REPORTS

There were no reports presented from the Governing Board. However, Chief Karrer stated that the auditors were in the building, they would like to meet with the Clerk of the Board, he advised that all board members are welcome to stop in to say hello.

4. CALL TO THE PUBLIC

There were no public comments presented.

5. PRESENTATIONS

A. PRESENTATION OF PERSONNEL

The following personnel were recognized for ten years of service to the Golder Ranch Fire District: Kyle Goodrich, Matthew Gordon, Justin Jansen, Nathan Mitchell, Brian Rinder, Tyler Roberts, Andrew Shultz, Dean Stevens, and Shane Van Deren.

The Governing Board took a brief break at 9:30 a.m. They reconvened at 9:32 a.m.

6. CONSENT AGENDA

A. APPROVE MINUTES – JULY 19, 2016 REGULAR SESSION

MOTION by Clerk Dahl to accept and approve item 6, the August 9, 2016 Consent Agenda

MOTION SECONDED by Board Member Hudgins

MOTION CARRIED 5/0

7. REGULAR BUSINESS

**A. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL OF A DATE FOR THE
GOLDER RANCH FIRE DISTRICT'S ANNUAL EMPLOYEE RECOGNITION AWARDS CEREMONY**



Community Relations Manager Braswell explained that this agenda item was tabled from a previous Board Meeting. Due to the amount of resources and effort it takes to plan an event of this size, Manager Braswell would like the Board to decide on a date to hold the Annual Employee Recognition Awards Ceremony.

Chief Karrer stated that he would like to know what the Board envisions for the ceremony. Clerk Dahl stated that the Rotary Club of SaddleBrooke also wanted to do a recognition as well and there was a possibility to combine the events. There were discussions about the Rotary possibly sponsoring the event.

Manager Braswell explained that she will research all options further and bring the item back to the Governing Board at next month's regularly scheduled Board Meeting.

NO MOTION NEEDED FOR THIS AGENDA ITEM

B. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL OF AN UPDATED POLICY: 1312 TIME KEEPING REQUIREMENTS

Chief Cesarek presented the updated Timekeeping Requirements, policy number 1312 to the Governing Board. He explained the changes were made to reflect the electronic timekeeping system that we [GRFD] now use, Crew Scheduler. He explained that the policy clearly explains the responsibilities of each employee and each supervisor in creating and approving electronic timesheets in Crew Scheduler.

MOTION by Board Member Hudgins to approve the updated policy 1312 Time Keeping Requirements as presented

MOTION SECONDED by Clerk Dahl

MOTION CARRIED 5/0

C. DISCUSSION AND POSSIBLE ACTION REGARDING THE GOLDER RANCH FIRE DISTRICT RECONCILIATION AND MONTHLY FINANCIAL REPORT

Finance Manager Dave Christian presented the recompile and monthly financial reports to the Board. There were no further questions or comments from the Board.

MOTION by Clerk Dahl to approve and accept the Golder Ranch Fire District reconciliation and monthly financial report as presented

MOTION SECONDED by Vice Chair Brady

MOTION CARRIED 5/0

8. REPORTS AND CORRESPONDENCE

- A. Fire Chief's Report - Chief Karrer presented his report to the Board. He announced that there is a debate for the Oro Valley candidates on the evening of August 10th at the Hilton El Conquistador. He thanked the Board and the entire staff for allowing him the time to enjoy his vacation to Italy; he was happy to report that everything ran smoothly in his absence.

- Leadership Team Report – President Lunde stated there is nothing new to report this month. Clerk Dahl asked about a rumor of possibly bringing back the Hoedowns



in SaddleBrooke. President Lunde answered that they were looking into it and also hosting some pancake breakfasts throughout the community as well.

- Community Relations Report – Manager Braswell explained that she handed purple ribbons to all Board Members and reminded them that August is Drowning Impact Awareness Month. She stated that this Thursday we will have firefighters at the school crosswalks for the first back to school again this year; it was a big success last year.

B. Operation Chief's Report – Chief Karrer presented the Operation Chief's Report on behalf of Chief Brandhuber. Chief Karrer recognized Engineer King for constructing the hand rails on the training prop; this has made it compliant to OSHA standards. Chairperson Cox Golder asked about the drop in number of interfacilities. There were no further questions or comments from the Governing Board.

C. Administrative Services Chief's Report – Chief Karrer presented the Administrative Chief's Report to the Board on behalf of Chief Abel. Chief Karrer explained that the most recent new hires will be introduced next month. HR Manager Lovemore explained that we are receiving enough qualified candidates for the needed positions, in response to Chairperson Cox Golder's question. Chief Karrer also noted that the IT division has been busy with fighting a virus that we were hit with; our district was not hit nearly as bad as some other districts were. Clerk Dahl asked if we had a spam filter; he stated he had been receiving a lot of spam emails recently. Manager Rascon explained that there is a filter in place, it will learn by emails marked as spam.

9. FUTURE AGENDA ITEMS

This provides an opportunity for the Board to direct staff to include items on future agendas for further consideration and decision at a later date or to further study the matter.

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10. CALL TO THE PUBLIC

There were no public issues presented.

11. ADJOURNMENT

MOTION by Vice-Chair Brady to adjourn the meeting at 10:10 a.m.

MOTION SECONDED by Clerk Dahl

MOTION CARRIED 5/0



David Dahl, Clerk of the Board
Golder Ranch Fire District
b/p

